



**Finance Committee
Monday, April 19, 2021, 8:00 A.M.
Via ZOOM Meeting Due to
COVID-19 Public Health Emergency**

Members present: Council Member, Nancy Moore, Chair
Council Member, Anne Williams
Council Member, Earl Williams
Council Member, Tres Roeder
Citizen Member, Martin Kolb
Citizen Member, Anthony Moore

Others present: Mayor, David E. Weiss
Chief Administrative Officer, Jeri E. Chaikin
Director of Finance, John Potts
Assistant Director of Finance, Cheryl Arslanian
Director of Neighborhood Revitalization, Kamla Lewis
Director of Public Works, Patricia Speese
Chief of Police, Jeff DeMuth
League of Women Voters, Frank Goforth

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APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 15, 2021.

Chair Moore stated that the minutes of the March 15, 2021 meeting were approved as read.

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AUTHORIZING THE CITY'S ACCEPTANCE OF A \$3,400.00 JUVENILE DIVERSION PROGRAM GRANT FROM THE CUYAHOGA COUNTY JUVENILE COURT, FOR THE PERIOD MARCH 1, 2021, THROUGH DECEMBER 31, 2021, AND THE CITY'S ENTERING INTO AN INTER-AGENCY AGREEMENT FOR SAID GRANT.

Jeff DeMuth, Police Chief, stated that this item is for grant funding for 2021 in the amount of \$3,400 for the operation of the Community Diversion Program. The Police Department has operated this program supported by Juvenile court, which diverts first time misdemeanants and status offenders from official actions. The grant funds obtained are spent on online diversion expenses, skills, building groups, restorative justice programs and truancy prevention and intervention programs. The magistrates working in the program volunteer their time, but the real cost is the overtime payments

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make to police officers who attend each individual hearing and civilian support personnel. The grant along with the carryover from 2020 of approximately \$23,700 will allow us to finance the program.

This item was presented and approved by the Safety and Public Works Committee on April 2, 2021.

The Finance Committee recommended authorizing the City's acceptance of a \$3,400.00 Juvenile Diversion Program grant from the Cuyahoga County Juvenile Court, for the period March 1, 2021, through December 31, 2021, and the City's entering into an Inter-Agency Agreement for said grant.

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AUTHORIZING A THREE-YEAR CONTRACT WITH THOMSON REUTERS COMPANY, IN THE TOTAL AMOUNT OF \$7,596.53 FOR THE PERIOD MAY 1, 2021 THROUGH APRIL 31, 2024 FOR CLEAR INVESTIGATION SOFTWARE FOR THE POLICE DEPARTMENT.

Chief DeMuth, stated that this item is for a three year contract with Thomson Reuters Company in the total amount of \$7,596.53 for its open source public records database services known as CLEAR for Law Enforcement. CLEAR is used by the Police Department to query public records, resulting in accurate and usable information that can be linked to provide intelligence for ongoing investigations which increases the effectiveness of police operations often resulting in the development of valuable information that would typically require legal correspondence or significant effort to obtain.

This item was presented and approved by the Safety and Public Works Committee on April 2, 2021.

In response to Council Member Williams regarding CLEAR being loaded into Leads, Chief DeMuth stated no, that it is not loaded into Leads.

In response to Chair Moore regarding the increase of \$18.50 per month on the new contract, Chief DeMuth stated that it was the normal cost of doing business and passed on to the client.

The Finance Committee recommended authorizing a three-year contract with Thomson Reuters Company, in the total amount of \$7,596.53 for the period May 1, 2021 through April 31, 2024 for CLEAR Investigation software for the Police Department.

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AUTHORIZING A CONTRACT WITH GPD GROUP FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE PID 105725 CUY-WARRENSVILLE CENTER ROAD PART 1 AND CUY-SHAKER HEIGHTS TLCI PART 2.

Patricia Speese, Director of Public Works, stated that this item is accepting a proposal and authorizing a personal services contract for professional construction administration and inspection services with GDP Group in the total not-to-exceed amount of \$196,616 for the Warrensville Center Road Resurfacing and the Shaker Boulevard/Warrensville Center Road Reconfiguration Projects.

February 15, 2021, the City posted "Letters of Interest" (LOT) for a consultant on the Ohio Department of Transportation's website to act as the City's onsite construction manager for the duration of the Warrensville Center Road Resurfacing and the Shaker Boulevard/Warrensville Center

Road Reconfiguration Projects, which consultant must satisfy Ohio Department of Transportation (ODOT) requirements since Federal funding is involved in the projects.

In response to Citizen Member Kolb seeking clarification of the projects to be covered under this contract; Director Speese stated that both Warrensville Center Road Resurfacing and Shaker Boulevard/Warrensville Center Road Reconfiguration would be covered under the contract.

The Finance Committee recommended authorizing a contract with GPD Group for Construction Management Services for the PID 105725 CUY-Warrensville Center Road Part 1 and CUY-Shaker Heights TLCI Part 2.

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AUTHORIZING A DEVELOPMENT AGREEMENT WITH MS. M. VALENTIN FOR THE SALE OF CITY-OWNED PROPERTY LOCATED AT 3608 HILDANA ROAD, SHAKER HEIGHTS, OHIO, (PPN 735-21-144) FOR THE AMOUNT OF \$1.00 TO CONSTRUCT A SINGLE FAMILY HOME OWNER OCCUPIED.

Kamla Lewis, Director of Neighborhood Revitalization, stated that this item is a request to enter into a Purchase and Development and Use Agreement with M. Valentin for the sale of City-owned property at 3608 Hildana Road, Permanent Parcel Number 735-21-144, for the purchase of \$1.00 for the construction of an owner-occupied single family home. The City acquired the property in 2008 as a donation from Wells Fargo Bank and the home was demolished. Ms. Valentin has requested to purchase the property in order to build an owner-occupied single family high energy efficient home, with an expected project cost of approximately \$400,000.

This item was presented and approved by the Neighborhood Revitalization & Development Committee on April 14, 2021.

Chair Moore stated that this is a testimony to all the work the City has done in the area of private development of houses in Shaker.

The Finance Committee recommended authorizing a Development Agreement with Ms. M. Valentin for the sale of City-owned property located at 3608 Hildana Road, Shaker Heights, Ohio, (PPN 735-21-144) for the amount of \$1.00 to construct a single family home owner occupied.

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AUTHORIZING THE EXECUTION OF CERTIFICATES BY THE DIRECTOR OF FINANCE AND THE PAYMENT OF AMOUNTS DUE UPON CERTAIN CONTRACTS FOR WHICH THE FINANCE DIRECTOR HAS ISSUED THEN AND NOW CERTIFICATES IN CONNECTION WITH CERTAIN EXPENDITURES.

John Potts, Director of Finance, stated there is one transactions this month that exceeded the \$3,000 costs which were done prior to the funds being encumbered.

The Finance Committee recommended authorizing the execution of certificates by the Director of Finance and the payment of amounts due upon certain contracts for which the Finance Director has issued Then and Now Certificates in connection with certain expenditures.

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There being no further business, the meeting was adjourned at 9:00 a.m. The next meeting will be May 17, 2021.

Respectfully submitted,

John J. Potts, Finance Director
Finance Committee